



## COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION

### Special Meeting

April 11, 2013

9:30 a.m.

Coon Rapids City Hall

Conference Room 1

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1. **Call to Order**
  2. **Roll Call**
  3. **Adopt Agenda**
  4. Consider approval of minutes of the December 6, 2012, Annual Meeting
  5. Consider Request for Funds from Coon Rapids Community Strength Foundation
  6. **Other Business**
  7. **Adjourn**



**Mortgage Assistance Foundation**

**4.**

**Meeting Date:** 04/11/2013

**SUBJECT:** Consider approval of minutes of the December 6, 2012, Annual Meeting

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**Information**

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**Attachments**

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**Minutes**

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**COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION – SPECIAL MEETING  
MINUTES OF MARCH 8, 2013**

The March 8, 2013, meeting was called to order by President Naeve at 8:30 a.m.

1. Roll Call

Members Present

Donna Naeve, President  
Scott Schulte, Secretary

Jim Stanton, Vice President  
Al Hofstedt, Director

Members Absent

Lyle Haney, Treasurer  
Brad Crandall, Director

Tim Howe, Director

Others Present

Cheryl Bennett, Housing and Zoning Coordinator  
Cindy Hintze, Administrative Specialist

2. Consider adoption of the agenda.

MOTION BY SECRETARY SCHULTE, SECOND BY DIRECTOR HOFSTEDT, TO ADOPT THE AGENDA. MOTION PASSED UNANIMOUSLY.

3. Consider approval of minutes of the December 6, 2012, Annual Meeting.

MOTION BY SECRETARY SCHULTE, SECOND BY VICE PRESIDENT STANTON, TO APPROVE THE DECEMBER 6, 2012, ANNUAL MEETING MINUTES AS PRESENTED. MOTION PASSED UNANIMOUSLY.

4. Home for Generations II Program.

Ms. Bennett provided an overview of the Home for Generations II Program. The program encourages homeowners to reinvest in their homes by making value-added improvements. Participants who meet the program requirements will have access to architectural and landscaping assistance, a streamlined building permit process, a dedicated building inspector and incentive grants. Participation in the program will be administered by City staff. CEE, the Center for Energy and Environment, will administer the lending and CRF, Community Reinvestment Fund, will administer the loan servicing within their current respective contracts with the City. An open house or special event will be held to kick off the program. Requests for Proposal will be issued to engage architectural, design and landscape firms in the program.

Discussion on the funding of the Home for Generations II Program loan program ensued. Ms. Bennett referred to the proposed guidelines. She stated the loan to value ratio will be 100 percent, however, an independent third party appraisal could be used to establish value, including

an after-improvement value, of the property. Staff would enlist the help of the City Assessor's office to review the property value if questions arose over a discrepancy between the estimated market value compared to an appraised value. The term length of the loan was proposed at 25 years, however, discussion was held that 25 years was too long and consensus was reached that 20 years was a more appropriate length of time for these program loans. The Board discussed the interest rate, comparing it with market rates and other loan term offerings, and determined that the proposed 4.5 percent rate was appropriate.

MOTION BY SECRETARY SCHULTE, SECOND BY VICE PRESIDENT STANTON, TO CHANGE THE LOAN TERM TO FROM 25 YEARS TO 20 YEARS AND RECOMMEND THE CITY COUNCIL APPROVE THE PROGRAM GUIDELINES AS AMENDED, AND CREATING THE HOME FOR GENERATIONS II PROGRAM/REVOLVING LOAN FUND. MOTION PASSED UNANIMOUSLY.

MOTION BY SECRETARY SCHULTE, SECOND BY VICE PRESIDENT STANTON, TO RECOMMEND THE CITY COUNCIL FUND THE HOME FOR GENERATIONS II PROGRAM LOAN FUND IN THE AMOUNT OF \$500,000, TRANSFERRING THAT AMOUNT FROM FUND 20000 TO FUND 19000. MOTION PASSED UNANIMOUSLY.

Discussion moved on to the funding request to cover the costs of an open house or special event fair to initiate the Homes for Generations II program and other marketing efforts. President Naeve questioned if the marketing was for the Foundation's portion of the fair or the whole program. Ms. Bennett stated the marketing costs will include material that will promote the event, the Homes for Generations II loan program and other loan programs offered through the Foundation. Secretary Schulte questioned the granting of dollars for this event. Ms. Bennett clarified the funds used for the event would be considered an expense of running the Home for Generations II program.

MOTION BY SECRETARY SCHULTE, SECOND BY VICE PRESIDENT STANTON, TO RECOMMEND THE CITY COUNCIL AUTHORIZE \$4,000, TRANSFERRING THAT AMOUNT FROM FUND 20000 TO FUND 19000, TO SPONSOR AN ARCHITECTURAL/DESIGN SPECIAL EVENT, AND INCLUDING OTHER CRMAF PROGRAM MARKETING EFFORTS. MOTION PASSED UNANIMOUSLY.

Discussion was held on the architectural and/or landscape design consultations. The Foundation is asked to underwrite a portion of the cost of the consultation. The homeowner would contribute a copay toward the cost as well. Secretary Schulte clarified that the cost of the consultation is anticipated to be \$275 with the Foundation paying \$250 and the homeowner

paying at least \$25. President Naeve stated she was not in favor of approving payment of more than \$250 per homeowner.

MOTION BY SECRETARY SCHULTE, SECOND BY DIRECTOR HOFSTEDT, TO APPROVE FUNDING IN THE AMOUNT OF \$5,000 FROM FUND 82000 TO FUND THE COST OF UNDERWRITING ARCHITECTURAL AND/OR LANDSCAPING DESIGN CONSULTATION FEES REQUIRED UNDER THE HOME FOR GENERATIONS II PROGRAM AT A MAXIMUM LEVEL OF \$250 PER HOMEOWNER. MOTION PASSED UNANIMOUSLY.

Discussion on funding incentive grants for the Home for Generations II Program was held. President Naeve indicated she was not in favor of the Foundation funding program incentives. She felt there were already several incentives built into the program, including rebates on the permit fees and a low interest rate loan. Secretary Schulte asked for more clarification on this portion of the request. Ms. Bennett stated the incentive grants encourage participation. She noted that home improvement projects that include exterior components will be eligible to receive a larger incentive grant than projects that do not. She stated improvements that have a visual impact on the neighborhood may motivate neighboring property owners to make their own improvements. Discussion was held on whether the Foundation should provide this funding now or have the HRA ask for assistance in the future. If the program is successful and in need of additional funds to incentivize exterior improvements, the Board would entertain future requests.

MOTION BY PRESIDENT NAEVE, SECOND BY VICE PRESIDENT STANTON, TO DENY THE REQUEST FOR FUNDING INCENTIVE GRANTS FROM FUND 82000 ISSUED UNDER THE HOME FOR GENERATIONS II PROGRAM. MOTION PASSED UNANIMOUSLY.

5. Consider Other Business.

Ms. Bennett stated that with the increase in recent loan program interest and improving economic conditions, there is a need to place additional money into the home improvement loan funds and recommends \$300,000 be transferred into the loan pools from Fund 20000. She noted that this does not include the ReGenerations Down Payment Assistance Loan Program fund. President Naeve asked if this action would be a recommendation to the City Council. Ms. Bennett stated it would be a recommendation to provide additional funding be placed in the program, noting that distribution of the funds among the loan pools can be determined by the Executive Committee as previously authorized by Council. It was noted that those loan pools include the existing Home Improvement Incentive, Home Rehabilitation Assistance, Two-family Rehabilitation and Emergency Home Repair Loan Program Funds.

MOTION BY SECRETARY SCHULTE, SECOND BY PRESIDENT NAEVE, TO RECOMMEND THE CITY COUNCIL AUTHORIZE \$300,000 IN ADDITIONAL FUNDING FROM FUND 20000 BE PLACED INTO FUND 19000 FOR LOAN POOLS 73501 THROUGH 73504 WITH THE DISTRIBUTION TO BE DETERMINED BY THE EXECUTIVE COMMITTEE AS PREVIOUSLY AUTHORIZED. MOTION PASSED UNANIMOUSLY.

MOTION BY SECRETARY SCHULTE, SECOND BY VICE PRESIDENT STANTON, TO RETURN TO THE TABLE THE TOPIC OF PROGRAM GUIDELINES FOR THE HOME FOR GENERATIONS II PROGRAM. MOTION PASSED UNANIMOUSLY.

Director Hofstedt stated the program guidelines state the eligible home must have been built prior to 1990. He believes the program should have an age requirement for the structure but not use a specific year built. Ms. Bennett stated this requirement was taken from the program concept and is part of the loan guidelines. The requirement can be removed from the loan program guidelines, however, it would remain part of the program concept as approved by the Housing and Redevelopment Authority. Secretary Schulte thought there should be an age requirement of possibly 15-20 years as of January 1 of the year the loan is made. Vice President Stanton agreed that the requirement should be a sliding date. It was noted that this would bring additional properties into the program each year.

MOTION BY DIRECTOR HOFSTEDT, SECOND BY SECRETARY SCHULTE, TO AMEND THE PROPOSED HOME FOR GENERATIONS II/REVOLVING LOAN FUND PROGRAM GUIDELINES FOR ELIGIBLE PROPERTIES ENROLLED IN THE HOME FOR GENERATIONS II PROGRAM BY REMOVING A REQUIREMENT THAT STRUCTURES BE CONSTRUCTED PRIOR TO 1990 AND REPLACING IT WITH A REQUIREMENT THAT THE AGE OF THE STRUCTURE BE 20 YEARS OR OLDER AS OF JANUARY 1 OF THE YEAR THE LOAN IS CLOSED, AND TO RECOMMEND THE COON RAPIDS HOUSING AND REDEVELOPMENT AUTHORITY AMEND THE AGE OF STRUCTURE TERMS OF THE HOME FOR GENERATIONS II PROGRAM CONCEPT ACCORDINGLY. MOTION PASSED UNANIMOUSLY.

6. Adjourn.

President Naeve declared the meeting adjourned at 9:35 a.m.



**Mortgage Assistance Foundation**

**5.**

**Meeting Date:** 04/11/2013

**Subject:** Consider Request for Funds from Coon Rapids Community Strength Foundation

**From:** Cheryl Bennett, Housing and Zoning Coordinator

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**Information**

**INFORMATION:**

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**Attachments**

Memo from Staff

Request for Funds

Project Funding Guidelines

Comprehensive Plan

Fund 82000 Statement

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TO: Coon Rapids Mortgage Assistance Foundation  
Board of Directors

FROM: Cheryl Bennett,  
Housing and Zoning Coordinator

SUBJECT: Request for Contribution from the  
Coon Rapids Community Strength Foundation  
– Item 4

DATE: April 11, 2013

### Introduction

On March 21, 2013, the Coon Rapids Mortgage Assistance Foundation received a request from Mr. John Leggate, Chair of the Coon Rapids Community Strength Foundation, asking this Board to make a contribution to their organization.

### Background

Prior to a visioning and strategic planning session conducted by the Coon Rapids Mortgage Assistance Foundation Board of Directors on May 30, 2012, the Board had questioned how funds controlled by the Foundation should be utilized. During the strategic planning session, the Board developed Project Funding Guidelines for the use of those funds – Fund 82000, an escrow account held with the City of Coon Rapids. These guidelines were adopted by the Foundation's Board of Directors on December 1, 2012, and later reported to the Coon Rapids City Council. The Project Funding Guidelines envision an open application pipeline for funding with grants limited to the interest earned on Fund 82000 and loans of the principal fund balance that would be limited to bricks and mortar projects. The guidelines call for supporting pilot projects and foresee successful programs being transferred to the CRMAF Program Fund 20000. The guidelines rely heavily on the Board's majority direction that the funds be used for housing related purposes, that they support an identified housing related need of the City's 2009 Comprehensive Plan and that they be used within the corporate city limits by current or future residents of Coon Rapids. The guidelines list consideration for funding projects that provide for, but are not limited to, housing structure preservation, housing value enhancements, housing accessibility improvements and pilot projects related to housing.

The request before you from the Coon Rapids Community Strength Foundation provides no detail regarding a proposed use of the requested contribution nor does it specify a dollar amount.

Attached for your reference and deliberation concerning this request are copies of the funding request, the Project Funding Guidelines for Fund 82000, and the goals and implementation sections of the Housing Chapter (Chapter 4) of the 2009 Coon Rapids Comprehensive Plan.



Budget

Interest earned on the principal fund balance for Fund 82000 during the Foundation's fiscal year ending September 30, 2012, was \$19,761. (The principal fund balance at the beginning of the period was \$961,710.) Expenses incurred during that fiscal year were \$200 for Director per diems, resulting in the availability of \$19,561 for awards. Funding and expenditure commitments made since the beginning of that fiscal year total \$6,080 and include a \$1,080 payment for professional services for the visioning session and a \$5,000 commitment to the Home For Generations II remodeling reinvestment program to underwrite the cost of providing for architectural/design consultations for Coon Rapids homeowners. After reporting these expenses and awards, the remaining available interest revenue earned in the fiscal year ending September 30, 2012, stands at \$13,481. A copy of the financial statement ending September 30, 2012, is also attached.

Action Requested

Staff requests the Board consider the funding request made by the Coon Rapids Community Strength Foundation and direct staff accordingly. The Coon Rapids Mortgage Assistance Foundation Project Funding Guidelines for Fund 82000 should be used to direct your discussion.

CB

Attachments:

CRCSF Funding Request

CRMAF Project Funding Guidelines for Fund 82000,

Goals/Implementation sections of the Chapter 4 of the 2009 Coon Rapids Comprehensive Plan  
Fund 82000 Statement ending September 30, 2012



Coon Rapids Community Strength Foundation  
PO Box 48593  
Coon Rapids, MN 55448-0593

February 21, 2013

Mortgage Assistance Foundation  
ATTN: Donna Naeve, President  
11155 Robinson Drive  
Coon Rapids, MN 55433

Dear Mortgage Assistance Board Members:

Please accept our request for a contribution to what we believe is a worthwhile cause for the future quality of life of our residents and ultimately will have a positive impact on the demand of our housing stock in Coon Rapids.

We are asking you to consider a contribution to the Coon Rapids Community Strength Foundation. We started this foundation in 2012. It was derived through discussions Mayor Howe had on the proper role of government as it pertained to civic celebrations. He learned from visits with many Mayor's that rather than fund these civic events through the city coffers, which some believe is not legal, they are funded through an independent foundation. While we are not certain of the legal question that was raised, we are of the opinion that this is the correct way to go forward. It offers two great advantages - any contribution from a corporation or individual is tax deductible under our 501(c)3 status and it ultimately it sustains our ability to continue our history of civic celebrations and events regardless of the pressures on the city budget. You will find our mission statement below - it is fairly simple and to the point and truly captures our goal with the foundation.

Examples of possible benefactors of your donation would be the Coon Rapids Firefighter's 4<sup>th</sup> of July celebration, the Annual Snowflake Days celebration (who will be celebrating 50 years in 2014) and our free summer concert series at the Coon Rapids Dam. Other possibilities are events like the Citizen and Police Academy courses and the annual Senior All Night Party. Final decisions on funding of events will be determined by a majority vote of our 15 member board.

Please consider our request as we work together to better our community.

Sincerely,

John Leggate  
Chair

Coon Rapids Community Strength Foundation

#### MISSION STATEMENT

To promote and enhance the quality of life in the City of Coon Rapids by supporting community celebrations and events

Coon Rapids Mortgage Assistance Foundation  
Fund 82000

## Project Funding Guidelines

The Foundation welcomes applications for grants and loans at any time throughout the year. Eligible applicants must be current or future residents of the City of Coon Rapids requesting support for housing related projects. Projects for consideration can include, but are not limited to:

1. Housing structure preservation
2. Housing value enhancements, including architectural fee assistance
3. Housing accessibility (livability) improvements
4. Incubator or pilot projects related to housing can be considered with the goal of transferring successful programs to Fund 20000. Emphasis may be placed on programs where funds cannot easily be acquired from another source.

Proposed uses of Fund 82000 are also limited by the following:

1. Any program or proposal must be tied to or support an identified housing related need in the City of Coon Rapids as identified by the City of Coon Rapids Comprehensive Plan adopted August 2009 and funds must be used within the corporate limits of the City of Coon Rapids.
2. Grant dollars are limited to the funds available to the Foundation from the net annual earnings on its investments after all expenses of the Foundation have been deducted. The majority of funding opportunities will be deployed as loans, which will be considered on an individual project basis.

Interested applicants may contact any Foundation board member or staff to discuss their ideas, but all funding decisions are made by the full board after a staff review has determined that the applicant has met the above criteria.

December 2012

## **GOALS, OBJECTIVES, AND POLICIES**

Given the existing housing conditions and development prospects, the City has adopted the following goals, objectives, and policies to address housing production and maintenance.

**Goal #1: Housing Quality - A high-quality living environment, the preservation of stable residential neighborhoods, and, where necessary, the upgrading of the existing housing stock in the City.**

### **Objectives:**

- 1-1. Removal or buffering of non-residential uses that are a blighting influence on their residential surroundings.
- 1-2. Elimination of blighting influences and conditions such as unkempt or weedy yards, glaring lights, unscreened storage, poorly maintained exteriors, uninhabitable homes, and an excessive number of vehicles parked on residential properties.
- 1-3. Removal of substandard housing units that are economically unfeasible to rehabilitate.
- 1-4. Construction of high quality new housing.
- 1-5. Remodeled ramblers that are attractive to young homebuyers.

### **Policies:**

- 1-1. The City will respond to complaints about owner occupied properties just as aggressively as it does with renter occupied properties that are not being maintained or are apparent nuisances in the neighborhood.
- 1-2. The City will assure the maintenance of its housing stock by developing and distributing informational materials that help home and apartment owners address maintenance and housing system problems.
- 1-3. The City will provide information for rental property owners to help them screen tenants and deal with tenant related issues that eventually lead to deteriorating properties.
- 1-4. The City will provide information, upon request, that does not violate data privacy rules about neighborhood property maintenance or construction activity.
- 1-5. The City will work with homeowners' associations to help them plan for and manage their maintenance needs.
- 1-6. The City will continue to monitor housing maintenance and outside storage regulations.

## Housing

- 1-7. The City will provide those neighborhoods that have the highest housing maintenance violations the highest priority for financial programs to encourage reinvestment.
- 1-8. The City will protect the integrity and desirability of established residential neighborhoods by considering the discontinuation of isolated and aging nonresidential uses through buyout and/or amendments to the future land use map as opportunities arise.
- 1-9. The City will use, if necessary, its legal condemnation authority to remove substandard housing for which rehabilitation has been determined to be economically unfeasible.
- 1-10. The City will continue its program that helps owners of single-level ramblers to update and renovate their properties in a sensitive way that respects the architectural character of the Rambler.
- 1-11. The City will continue to encourage existing home renovations such as second story additions and exterior curb appeal improvements.
- 1-12. The City will add to its financial assistance programs to help low-income property owners address deteriorating housing problems.
- 1-13. The City will give high priority to rehabilitating its aging housing stock when determining the appropriate use of Community Development Block Grant funds.
- 1-14. The City will use HUD's Section 8 housing quality standards to determine whether a house is in need of substantial rehabilitation or beyond repair, except where a particular funding program or regulation specifies an alternate definition.
- 1-15. The City will help protect the quality of its housing stock by ensuring that there is full disclosure of existing code violations. Implementation could include a Truth in Housing or Point of Sale requirement. At the very least, this will mean promotion to real estate agents and prospective home buyers or sellers of the practice of contracting for private home inspections prior to purchase of any Coon Rapids home. Promotional efforts may include but shall not be limited to periodic educational items in City publications and information made available to the public by City staff.
- 1-16. The City will undertake efforts to reduce the number of homes that fall into foreclosure and/or have severe maintenance problems.

**Goal #2: Housing Variety - A variety of housing types and designs to allow all people a housing choice.**

**Objectives:**

- 2-1. New housing units that are designed using “universal design” principles.
- 2-2. No less than 60% of the City’s housing supply being detached single-family homes (includes detached homes in a common interest community).
- 2-3. No less than 75% of the housing stock being owner-occupied.
- 2-4. More upper bracket housing costing more than \$300,000 to balance the high percentage of housing units valued below \$250,000.

**Policies:**

- 2-1. The City will continue development management approaches which encourage a wide variety of housing types and ownership and rental options.
- 2-2. The City will encourage developments for retired and handicapped persons and continue programs offering City financial assistance for these special housing needs.
- 2-3. The City will continue to offer the flexibility of the Planned Unit Development process in order to achieve affordable housing units.
- 2-4. The City will identify underused nonresidential sites that may be suitable for higher density residential use.
- 2-5. The City will designate infill areas and redevelopment sites along major streets and adjacent to commercial or other high activity areas for townhouse and/or apartment type uses.
- 2-6. The City will encourage upper bracket homes where townhouse and/or apartment units are not compatible with the surrounding neighborhood.
- 2-7. The City will accommodate energy conserving technologies and construction techniques, including active and passive solar energy features, by advocating their use in application for new residential development and by amending City Code or City policies as appropriate to allow residents to take advantage of new approaches.
- 2-8. The City will assist in attempts to obtain any applicable funds for City approved development proposals designed to maximize the opportunity of providing a variety of housing types, costs, and densities that meet City objectives. Sources may include, but

## Housing

are not limited to, federal programs such as the Home Investment Partnership Program (HOME) or Section 202 financing for senior housing, state aid such as the Low Income Tax Credit Program or the Low/Moderate Income Rental Program, Metro Council funds such as the Local Housing Investment Account, or nonprofit assistance such as the Family Housing Fund or Habitat For Humanity.

- 2-9. The City will, to the extent possible, document the characteristics and neighborhood experiences of community based residential facilities in the City, so that better relations may be forged between such facilities and surrounding neighborhoods.
- 2-10. The City will develop procedures that result in productive discussions between developers and surrounding residents when there is neighborhood opposition to a housing proposal that meets City objectives.

**Goal #3: Affordability - Housing opportunities at a cost low- and moderate-income individuals and families can afford without compromising essential needs.**

Objectives:

- 3-1. A housing supply that has between 20% and 25% of all units affordable to families with an income at 60% of the area median family income (AMI).
- 3-2. The preservation of existing affordable units, including the manufactured housing at Creekside Estates manufactured home park.

Policies:

- 3-1. The City will use the Metropolitan Council's definition of affordable housing which is housing that costs no more than 30% of the income of a family earning 60% of the Twin Cities median family income.
- 3-2. The City accepts the Metropolitan Council's suggested allocation of 200 affordable units between 2011 and 2020 and will continue its efforts to support affordable housing opportunities for current and future residents through provision of location choices for varied housing types, participation in housing assistance programs responsive to local needs, and provision of fiscally prudent public assistance to projects that are a benefit to the community as a whole.
- 3-3. The City will continue its current development management system of providing reasonable standards that do not contribute to excessive housing production costs and a development review process that provides for efficient and timely decisions.

- 3-4. The City will continue its programs to assist in the provision of low- and moderate-income and special needs housing resources and the coordination of these local efforts with other programs to maximize results.
- 3-5. The City will not require new affordable housing to be located adjacent to existing concentrations of affordable housing.
- 3-6. The City will consider and attempt to reasonably mitigate the loss of or impact on the quality of the existing supply of affordable housing units by any new development or redevelopment proposal that requires removal of affordable homes or that would significantly increase traffic, noise, or other negative impacts near those homes. However, such considerations will not necessarily override other legitimate development concerns.
- 3-7. The City will consider any potential housing affordability impact prior to adopting or amending any development-related or construction-related regulation. Negative impacts will be balanced against concerns for the general public health, safety, or welfare. Where possible, strategies for mitigating negative affordability impacts will be identified.
- 3-8. The City will meet with owners of subsidized properties eligible to leave the subsidy program, to learn about their plans and to discuss any obstacles that may keep them from renewing their program contract.
- 3-9. The City will meet with owners of market rate rental properties to explain the Federal Section 8 voucher program and encourage them to participate in the program.

**Goal 4: Nondiscrimination - Equal opportunity in home ownership and renting.**

**Objective:**

- 4-1. No discrimination against persons seeking housing based on age, religion, race, ethnic origin, sexual preference, gender, or disability.

**Policies:**

- 4-1. Staff will investigate any allegations of housing discrimination to see if the City of Coon Rapids should intervene in the dispute.
- 4-2. The City will conduct ongoing education efforts as necessary to promote equal availability of housing opportunities and fair treatment of all renters and buyers regardless of age, religion, race, ethnic origin, sexual preference, gender, or disability.
- 4-3. The City will establish a process for early citizen involvement in the siting of new subsidized housing developments.



## Housing

- 4-4. The City will continue to participate in the local housing incentives program of the *Metropolitan Livable Communities Act*.

### IMPLEMENTATION PROGRAM

The City will take a variety of actions to implement the housing goals and objectives above.

**Comprehensive Housing Strategy** - It will adopt the *Comprehensive Housing Strategy* developed in 2007. The twelve broad strategies in the report along with the more specific Targeted Implementation Plan and Operational Strategy will be used by Coon Rapids to achieve the City's housing goals, which include providing a balanced supply of housing available to people at all stages of life, and preserving and reinvesting in its existing housing stock.

**Housing and Redevelopment Authority (HRA)** - The HRA has the authority to acquire blighted property, enforce standards, levy, issue bonds, and facilitate the production of housing, among other powers. The HRA levies about \$575,000 a year to undertake projects and fund staff positions. Additionally, the City could choose to participate in the Anoka County HRA/EDA.

**Zoning Code** - Chapter 462 of Minnesota Statutes provides cities the authority to adopt official controls to further facilitate the development of affordable housing. The City's zoning code provides moderate and high density areas that supply enough density to feasibly develop affordable housing. These areas include Moderate Density Residential, High Density Residential, Planned Unit Development, and the River Rapids Overlay District. Many of these areas are adjacent to transportation corridors.

**Coon Rapids Mortgage Assistance Foundation Funds** - This program grew out of the 1979 issuance of Housing Development Revenue Bonds to assist the development of residential property by providing below market interest mortgage rates for family housing. Coon Rapids Mortgage Assistance Foundation loan program has been developed using the proceeds of the original bonding to provide incentive loan funds for both value-added improvements and housing maintenance. Deferred loans are available to households earning 50% of area median income or lower.

**Community Development Block Grant (CDBG)** - The City of Coon Rapids is an entitlement community under the CDBG program and utilizes the majority of its federal allocation to support reinvestment in the existing housing stock by providing deferred loans for housing rehabilitation needs to households earning 80% of area median income or lower. Additionally, 15% of the City's entitlement is used to fund public service needs as defined by the federal program within Coon Rapids and the surrounding Anoka County area.

**Section 8/HRA Remote Office** - The City issues approximately 450 Federal Section 8 vouchers out of City Hall. This provides an avenue for the City to connect with landlords, monitor rental housing quality, and better serve residents. Inspectors regularly inspect properties utilizing

Section 8 vouchers to assure that the units meet the health and safety standards set by the Department of Housing and Urban Development for these units.

**Conduit Financing** – The City provides conduit financing to lower the cost to construct and remodel affordable housing units throughout the City.

**Housing Improvement Areas (HIAs)** – Minnesota Statutes allow cities to provide financing via a housing improvement area or HIA for common interest communities (CICs) to make improvements to the structures within the CIC. Without such financing, many CICs would be unable to secure the necessary funding to maintain the units within the development. Many CICs provide affordable housing opportunities and HIAs help preserve such units. According to the Legislative Auditor, Coon Rapids has utilized HIAs more often than any other community in Minnesota.

**Neighborhood Reinvestment Program** - In 2008, Coon Rapids undertook a new initiative to preserve, enhance, and sustain its neighborhoods. The goal of this Neighborhood Reinvestment Program is to promote reinvestment in the City's neighborhoods by: 1) ensuring neighborhood stability, cohesiveness, and connectedness through the promotion of interaction and communication among residents and City staff; 2) addressing conditions and behavior leading to blight; 3) providing resources, tools, opportunities, and information to residents to promote maintenance and reinvestment; 4) monitoring and addressing of maintenance and behavior issues at rental properties; 5) and coordination of the City's various assets and resources.

**Additional Tools** - The City will consider the use of additional tools and applications to further its housing objectives stated within this Plan. Examples may include using additional HRA powers, revising zoning codes, or applying new legislation.

## CITY OF COON RAPIDS, MN

DEPOSIT FUND 82000  
 COON RAPIDS MORTGAGE ASSISTANCE FOUNDATION ACCOUNT  
 STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE  
 FOR THE YEAR ENDED SEPTEMBER 30, 2012  
 (WITH COMPARATIVE AMOUNTS FOR THE YEAR ENDED SEPTEMBER 30, 2011)

	<u>2012</u>	<u>2011</u>
Revenues:		
Investment Income	\$ 19,761	\$ 21,655
Expenditures:		
Director fees	<u>200</u>	<u>250</u>
Excess of Revenues over Expenditures	19,561	21,405
Fund Balance at Beginning of Year	<u>961,710</u>	<u>940,305</u>
Fund Balance at End of Year	<u><u>\$ 981,271</u></u>	<u><u>\$ 961,710</u></u>

Note: In October of 2012 an expenditure of \$1,080.00 was paid for professional services to the Center for Policy, Planning & Performance.

**Coon Rapids Mortgage Assistance Foundation**  
**Deposit Fund 82000**  
**Summary of Activity**  
**October 1, 2011 - September 30, 2012**

<u>Date</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>	<u>Balance</u>
09/30/11	Balance Forward		961,710.29	961,710.29
12/31/11	Interest allocation (10/1/11-12/31/11)		5,442.67	967,152.96
01/06/12	Annual Meeting - Crandall, Brad	50.00		967,102.96
01/06/12	Annual Meeting - Haney, Lyle	50.00		967,052.96
01/06/12	Annual Meeting - Hofstedt, Al	50.00		967,002.96
01/06/12	Annual Meeting - Naeve, Donna	50.00		966,952.96
03/31/12	Interest allocation (1/1/12-3/31/12)		4,741.96	971,694.92
06/30/12	Interest allocation (4/1/12-6/30/12)		5,058.94	976,753.86
09/30/12	Interest allocation (7/1/12-09/30/12)		4,517.40	981,271.26